



**Board of Trustees
Minutes of Meeting
June 17, 2024**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Monday, June 17, 2024 in the Community Room of Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township.

Board members Dave Blazejewski, Brandy Lewis, Nicky Pachucki, LynnMarie Shedlock, and Stacey Scullion participated. Board members Peter Austin, Wendy Lutchko and Kim Popple was absent. Also participating were school administrators Kim Stevens, Bridget Deeble, Tammy Miller, Kristen Young, and Jim Smith.

Dave Blazejewski called the meeting to order at 6:15 p.m. Nicky Pachucki led the group in the Pledge of Allegiance. Jim Smith conducted a roll call of the Board. Dave Blazejewski opened the meeting to public comment relating to agenda items. There was no public comment.

Brandy Lewis made a motion to approve the meeting minutes of April 30, 2024, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Trustees present.

Tammy Miller presented the preliminary financial statements and expenditures for the period ending April 30, 2024. Nicky Pachucki made a motion to approve the financial statements and expenditures as presented, which was seconded by LynnMarie Shedlock. All Board members present voted in favor of the motion with the exception of Stacey Scullion, who abstained from voting on expenses associated with the employment of Jennifer Smith. There were no dissenting votes. The motion was approved by majority roll-call vote of the Board members present.

Brandy Lewis made the motion to approve the submission of IRS Form 990 for fiscal year ending June 30, 2023, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve a motion to commit any fund balance as of June 30, 2024 in excess of twelve percent (12%) of the 2024-2025 budgeted expenditures, for future capital purchases. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the annual general fund and food service budget for the upcoming 2024-2025 school year totaling \$9,609,185.00. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve adult meal prices of \$3.00 for Adult Breakfast and \$4.65 for Adult Lunch for the upcoming 2024-2025 school year, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the second-round salary increases, effective August 16, 2024 in the aggregate amount of \$227,206.93. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to accept the resignation of Marina Aulisio as full-time Learning Support Teacher effective June 13, 2024, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the Student/Parent Handbook for the 2024-2025 school year as presented, which was seconded by Stacey Scullion. Board members Brandy Lewis, Nicky Pachucki, LynnMarie Shedlock, and Stacey Scullion voted in favor of the motion. Board member Dave Blazejewski voted against the motion. The motion was approved by majority roll-call vote of the Board members present.

Stacey Scullion made a motion to approve the Staff Handbook for the 2024-2025 school year, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Jim Smith presented the School Safety and Security Report for the 2023-2024 school year. Brandy Lewis made a motion to accept the report as presented, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a Conference Request from Jason Whymark to attend the NOW Art of Education Conference at a cost not to exceed \$129.00, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a Conference Request from Lauren Hill to attend Teachers on the Estuary from July 29th through August 2nd in Crocheron, Maryland sponsored by the Chesapeake Bay Foundation at a cost not to exceed \$431.00. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

LynneMarie Shedlock made a motion to ratify the approval of a Conference Request from Lauren Hill to attend Preparing for the STEELS Environmental Literacy and Sustainability Standards workshop sponsored by Luzerne Intermediate Unit, at Nescopeck State Park on May 15, 21 and 28, 2024 at a cost not to exceed \$300.00. Note: Luzerne Intermediate Unit to reimburse the school for the cost of substitute teachers. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a Conference Request from Joan Richie to attend the Elevate Virtual Summer Workshop at a cost not to exceed \$75.00, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a Conference Request from Lynne Gallagher to attend the National Association of Social Workers Pennsylvania Chapter Annual Conference in Pocono Manor from October 13th through October 16th at a cost not to exceed \$1,104.07. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to appoint Ernesto Tapia as Soccer Coach for the 2024 Fall Season upon receipt of acceptable clearances, background checks and required training along with a stipend of \$2,000.00. The motion was seconded by Brandy Lewis and approved by majority roll-call vote of the Board members present.

Stacey Scullion made a motion to appoint Christopher Carpenter as Assistant Soccer Coach for the 2024 Fall Season upon receipt of acceptable clearances, background checks and required training along with a stipend of \$1,500.00. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a Tuition Assistance Request from Shelby Kresge for the course STEM Theory at Kings College for the Fall 2024 in the amount of \$1,119.00, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve the addition of Kevin Harcarik to the Summer Maintenance Team at an hour rate of \$15.00, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

LynneMarie Shedlock made a motion to approve the hiring of Julie Miller as a English Language Arts Teacher at a salary of \$55,000 with benefits. This is a full-time, ten-month position for 195 days per year. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve the hiring of Isabella Mancini as a Science Teacher at a salary of \$40,000 with benefits. This is a full-time, ten-month position for 195 days per year. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

LynneMarie Shedlock made a motion to approve the hiring of Lisa Kocher as a Building Substitute Teacher at a salary of \$40,000 with benefits. This is a full-time, ten-month position for 195 days per year. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve revising the employee benefit program to provide subsidized childcare for Bear Creek Community Charter School employees at a discount of 30% of the current YMCA rates for the Bear Creek Community Charter School campus center. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

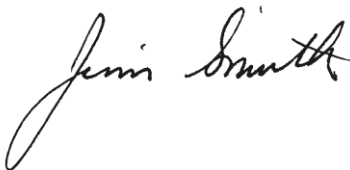
Jim Smith, Kim Stevens, Bridget Deeble, Kristen Young, and Tammy Miller provided the Board with various operational updates.

Dave Blazejewski opened the meeting to general public comment. There was no public comment.

Nicky Pacucki made a motion to adjourn the meeting, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

The meeting adjourned at 6:55 p.m.

Respectfully,

A handwritten signature in black ink that reads "Jim Smith". The signature is written in a cursive style with a large, looping initial "J".

Jim Smith
Board Secretary

The next meeting of the Bear Creek Community Charter School Board of Trustees is **Monday, July 15, 2024**. The meeting will be held in the Community Room at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, PA 18702. The meeting is open to the public.